

Message Text

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PAGE 01 BELGRA 02575 261117Z

ACTION OIC-02

INFO OCT-01 EUR-12 ISO-00 /015 W

-----261129Z 122591 /22

R 251330Z APR 77

FM AMEMBASSY BELGRADE

TO SECSTATE WASHDC 399

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EO 11652: NA

TAGS: OCON CSCE

SUBJ: CSCE - ADMINISTRATIVE ARRANGEMENTS FOR U.S.
DELEGATION

REF: GREENWALD LETTER OF APR 4, 1977

1. APPRECIATE DETAILED LETTER OUTLINING ESTIMATED NEEDS OF
U.S. DELEGATION FOR BELGRADE 77.

2. HAVE CONFIRMED HOTEL RESERVATIONS IN HOTEL MOSKVA IN
NUMBERS CONFORMING TO EXPECTED SIZE OF DELEGATION IN VARIOUS
TIMES DURING CONFERENCE. HOTEL MOSKVA IS DIRECTLY IN CENTER
OF TOWN AND A SHORT (SIX MINUTE) WALK FROM PROPOSED OFFICE
IN USIS INFO CENTER. ROOMS RENT AT DOLLARS 29.50 PER DAY.
SUITES ARE 65 AND 75 DOLLARS PER DAY. SUGGEST PER DIEM RATE
TO READ ROOM AT GOVT EXPENSE PLUS 50 PERCENT PER DIEM.
WILL TRY TO NEGOTIATE WEEKLY OR MONTHLY REDUCED ROOM RENTAL
RATES.

3. STILL HAVE RESERVATIONS IN HOTEL JUGOSLAVIJA. ADVISE IF
THESE RESERVATIONS CAN BE CANCELLED.

4. USIS INFO CENTER OFFICE SPACE MORE THAN ADEQUATE FOR
OPENING SESSION AND JUST ADEUQATE FOR LATER SESSION IF
DEPARTMENT AGREES TO PUT CODELS IN EMBASSY SPACE. FOR
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PAGE 02 BELGRA 02575 261117Z

SHORT PERIOD(S) CAN PROVIDE FULL SUITE OF OFFICES ON
SECOND FLOOR OF CHANCERY. HALLWAY AT INFO CENTER WIDE
ENOUGH TO ACCOMMODATE SECRETARIAL HELP. VILLAS NOT
AVAILABLE AT ANY PRICE. EXPERIENCE SHOWS ONLY PORTION
OF DELEGATION REQUIRES OFFICE SPACE. REST ARE IN
MEETINGS OF OTHERWISE BUSY.

5. IN ADDITION TO INFO CENTER AND EMBASSY OFFICE SPACE, STRONGLY URGE WE RENT SUITE AT CONFERENCE CENTER FOR USE OF U.S. DELEGATION. MOST DESIRABLE ARE GROUND FLOOR, SEVEN ROOM SUITES. WOULD BE USED AS PLACE FOR DELEGATION TO CAUCUS, TO MEET INFORMALLY WITH OTHER DELEGATIONS, A CENTRAL SPOT FOR U.S. DELEGATION TO RECEIVE MESSAGES, AND FOR RUSH UNCLASSIFIED WORK. PRICE OF SPACE NOW DISCOUNTED FOR LONG-TERM RENTAL TO AS MUCH AS 50 PERCENT OR DOLLARS 1.11 PER SQUARE METER PER DAY. BELIEVE ACTUAL PRICE WILL EVENTUALLY BE EVEN LOWER AND WILL BE BASED ON PERIOD OF CONFERENCE NOT PER DAY. ABSENT SUCH ACCOMMODATIONS, BELIEVE THAT DISTANCE FROM EMBASSY, OFFICES AND HOTEL WOULD HAMPER EFFECTIVE OPERATION OF DELEGATION.

6. AVAILABLE DEPENDENTS HAVE SHRUNK TO ONE CLERK-TYPIST. AM SEARCHING FOR ADMIN ASSISTANT TYPE (AMERICAN) WHO KNOWS LOCAL LANGUAGE. WILL TRY TO FIND OUT IF ANY DEPENDENTS DUE TO ARRIVE THIS SUMMER ARE INTERESTED IN TEMPORARY EMPLOYMENT.

7. IN ADDITION TO STATION WAGON, WILL HAVE TWO CHEVROLET NOVAS AND ONE OLDSMOBILE 98 AVAILABLE FOR BOTH SESSIONS. WILL HAVE TO CONTRACT FOR DRIVERS. DO NOT FEEL SELF-DRIVE CAR FEASIBLE OR NEEDED IN VIEW ABOVE. SUGGEST STATION WAGON BE USED FOR SHUTTLE. CONFERENCE AUTHORITIES PROMISE TO PROVIDE SHUTTLE SERVICE BETWEEN HOTELS AND CONFERENCE SITE.

8. NO PROBLEM WITH DUPLICATORS. CAN EVEN PROVIDE ONE LIMITED OFFICIAL USE

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PAGE 03 BELGRA 02575 261117Z

FOR OFFICE AT CONFERENCE SITE.

9. CAN SUPPLY FOUR ELECTRIC TYPEWRITERS (IBM) FOR BOTH SESSIONS. DELEGATION WILL NEED TO RENT OR PURCHASE THREE FOR SECOND SESSION. POST SUGGESTS PURCHASE. IBMS NOT AVAILABLE LOCALLY FOR RENT. POWER 220 VOLTS 50 CYCLES. DO DRAFTING OFFICERS INSIST ON ELECTRIC MACHINES?

10. APARTMENTS IN COMPOUND WILL BE PRETTY FULL DUE TO ANNUAL TURNOVER OF PERSONNEL DURING FIRST SESSION. FOR THIS REASON, MARINES PLACED IN SAME HOTEL.
YORK

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